



Town of North Smithfield Historic District Commission

Minutes of February 27, 2013

A meeting of the North Smithfield Historic District Commission was held on
Wednesday, February 27, 2013
in the Greenwood Room at 6:30 PM
at the North Smithfield Public Library, 20 Main Street, Slatersville, RI

Call to order: 6:38 pm

Members Present: Elizabeth Martin, Jeffrey Harris, Jeffrey Fontaine, Daniel Couture, Gwen Cunningham, Linda Frye, Christian de Rezendes

Members Absent: None

Materials Distributed: Agenda, Minutes

Approval of Minutes from January 16, 2013

Approval for the minutes from the January 16, 2013 was unanimously approved.

Applications

- A. Certificate of Appropriateness: 138 Great Road, Plat 9 Lot 3, Union Village Historic District. Owner: Mark & Judith Divoll

The Commission reviewed the application, as submitted. The work proposed consists of stripping the existing wood shingle roofing materials on the main house, and as may be required, repairing any damage to the roof structure and sheathing; installing new Western Red Cedar roof shingles, 18" 'Perfections', No.1 Grade Blue Label from Wood Roof, Cedar Shingles and Shakes, from British Columbia, Canada.

The Commission made the following Resolution:

1. The Commission authorized the proposed work as submitted to commence, citing the rehabilitation was essentially an in-kind repair/ replacement with the wood shingles to match existing;
2. Jeff H. to communicate to Building Inspector to release the application for a building permit;
3. It was determined that the Alteration/ Remodeling/ Repair specified above is essentially an in-kind repair, and therefore has been deemed appropriate and congruous. Approval for the application, as submitted, for a Certificate of Appropriateness was granted.

Motion to Approve: Daniel Couture

Seconded: Jeffrey Fontaine

All in favor

Opposed: None

4. A written Resolution (#02272013-A) and a Certificate of Appropriateness will be forwarded to the applicant and submitted for record to the Office of the Building

Inspector. The applicant has been advised to submit an application for review by the Commission should any other exterior changes requiring a building permit arise.

Communications

- A. Introduction of new member appointed by the Town Council on January 10, 2013: Christian de Rezendes.
- B. Jeff H. encouraged all members to attend the 'All Boards and Commissions Summit,' March 9, 2013, 8:00am-12:00pm, NS Middle School.
- C. Jeff H. briefed the Commission members on the legal review of the Commission's recent approval and adoption of the NSHDC's Rules and Regulations:
 - 1. Jeff H. submitted NSHDC's Rules and Regulations to Town Administrator which is to be forwarded to the Town Solicitor for legal review. Awaiting reply.
- D. Jeff H. briefed the Commission members on the meeting with Town Administrator, Paulette Hamilton and Town Planner, Robert Ericson on February 7, 2013 to discuss legal review of Union Village Historic District Boundary Map:
 - 1. Town Planner, Robert Ericson to forward a Letter of Intent to the Town Solicitor for a legal review and opinion on behalf of the NSHDC along with a copy of the proposed clarification/ update to the Union Village Historic District Boundary Map. Awaiting reply.
 - 2. Town Administrator, Paulette Hamilton to send formal letter to Irene Nebiker requesting all public documents related to the NSHDC. Awaiting reply.
- E. Jeff H. briefed the Commission members on the Third annual "Open Government and Ethics Training" being held in North Smithfield for all Council, Board, Commission and Committee members that was held on Wednesday, January 23, 2013 at 3:00pm at Scouter's Municipal Hall, 13 Main Street, Slatersville, RI. Related materials are available for those who wish to review any new changes to the Open Meetings Act.
- F. Jeff H. briefed the Commission members on communications with Office of the Building Inspector, Robert Benoit and Sue Lecuivre about the addition of a 'List of Abutters' form to the Certificate of Appropriateness Application:
 - 1. Town Zoning Inspector, Robert Benoit questioned who would be responsible for the research of abutters, as well as who would be responsible for the mailings and costs associated.
- G. Jeff H. submitted to the Town Administrator's Administrative Assistant, Malinda Howard several updates/ clarifications/ revisions/and additions to the NS Town website for the NSHDC. Malinda is in the process of incorporating the changes.

Old Business

- A. Status Update: Proposed informational letter to all property owners within the Union Village Historic District:
 - 1. Jeff H. met with Town Administrator on 02/07/2013. She acknowledged a willingness of the Administration to handle the logistics of the proposed mailing, and she advised the Commission to forward the necessary materials and related information to the Administration. Jeff H. will follow up again with Town Administrator for any requests to facilitate with this matter and any related issues that may arise.
 - 2. Jeff H. to forward most up-to-date master list of property owners in the Union Village Historic District to Gwen C. for final verification before release.
 - 3. Jeff H. to finalize all documents associated with letter for final approval by Commission and release for distribution.

New Business

- A. Subcommittee Report: Union Village Historic District Research Committee
 - 1. Research continues; Gwen C. procured all documentation from research previously done by Louise Belisle, and Dan C added his information from the research he has conducted to date.
 - 2. Gwen C. to gather all information collected to date and put together in a concise format. Document to be presented at next meeting for editing, and the Commission will set a strategy for finalizing remaining research.
 - 3. Set up a workshop to review and organize all findings. Jeff H. will propose initiative on the next Agenda. All results to be assembled into a concise formatted binder for distribution among all members.
- B. The Annual Nomination and Election of Officers:
 - 1. Chairman: Jeffrey Harris was unanimously re-elected.
 - 2. Vice-Chairman: Jeffrey Fontaine was nominated and unanimously elected.
 - 3. Secretary: Elizabeth Martin was nominated and unanimously elected.
- C. The following appointments were made to the new subcommittee: Rhode Island Historic Preservation and Heritage Commission for Certified Local Government Grant (CLG Grant Committee):
 - 1. Christian de Rezendes
 - 2. Daniel Couture
 - 3. Jeffrey FontaineJeff H. to forward related materials to subcommittee to begin preliminary assessment of goals, strategies and challenges.
- D. The following appointments were made to the new subcommittee: North Smithfield Historic District Commission Standards and Guidelines (NSHDC S&G Committee):
 - 1. Gwen Cunningham
 - 2. Elizabeth Martin
 - 3. Linda FryeJeff H. to forward related materials to subcommittee to begin preliminary assessment of goals, strategies and challenges.

Meeting Adjourned

The meeting was called to a close at 8:00 p.m.

Motion: Daniel Couture

Seconded: Elizabeth Martin

All in favor

Opposed: None

Next Meeting: Monday, March 18, 2013